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UNIVERSITY

EXAMINATIONS

BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY

BCOM

ACADEMIC YEAR: 2021/2022

UNIT NAME: HUMAN RESOURCE MANAGEMENT

SEMESTER: JAN - APRIL 2022

UNIT CODE: HRMG 2210

DATE: APRIL

MAIN EXAM

TIME: 2 HOURS

INSTRUCTIONS: Answer question one (30 marks) and any other two

QUESTION ONE (COMPULSORY 30 marks)

- a) Internal sources of recruitment involve seeking the employees from within the organization. Explain the four means of internal recruitment as you give one advantage and one disadvantage of the internal sources of recruitment. **(10mks)**
- b) Explain the importance of human resource records **(10mks)**
- c) Explain the five methods of employee separation **(10mks)**

QUESTION TWO

- a) Explain the five modern methods of performance appraisal that many organizations gravitate towards **(10mks)**

- b) In the workplace, health and safety regulations are paramount to the well-being of the employees and the employer. Explain the importance of health and safety programs in an organization **(10mks)**

QUESTION THREE

- a) Explain the five stages in the development of a human resource information system **(10mks)**

- b) Explain the five roles that human resource management play in an organization **(10mks)**

QUESTION FOUR

- a) Explain the types of costs that is linked with employee separation**(10mks)**
- b) Explain the importance of human resource management in organizations **(10mks)**